

4273
1 BILL NO. S-78-11- 33

2 SPECIAL ORDINANCE NO. S- 227-78

3 AN ORDINANCE approving a blanket purchase
4 order - City Utilities Purchase Order
5 No. B-0375 for materials for Office Ser-
6 vices Department.

7 BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE,
8 INDIANA:

9 SECTION 1. That the blanket purchase order - City Utilities
10 Purchase Order No. B-0375, dated September 6, 1978, between the City of
11 Fort Wayne, by and through the City Utilities Purchasing Agent and the
12 Board of Public Works and Illinois Carbon Products, for:

13 typewriter ribbons and correctable film ribbon for
14 the Office Services Department, to be used by var-
15 ious Offices,

16 all as more particularly set forth in said purchase order, which is on file
17 in the Office of the Department of Purchasing and is by reference incorpor-
18 ated herein and made a part hereof, be and the same is in all things rati-
19 fied, confirmed and approved.

20 SECTION 2. That this Ordinance shall be in full force and effect
21 from and after its passage and approval by the Mayor.

22
23 
24 Councilman

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32 APPROVED AS TO FORM
AND LEGALITY,


CITY ATTORNEY

Read the first time in full and on motion by Burns, seconded by

Stier, and duly adopted, read the second time by title and referred to the Committee on City Utilities (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Council Chambers, City-County Building, Fort Wayne, Indiana, on _____, the _____ day of _____, 19____, at _____ o'clock _____ M., E.S.T.

DATE: 11-14-78

Charles W. Westerman
CITY CLERK

Read the third time in full and on motion by Burns, seconded by Stier, and duly adopted, placed on its passage.

PASSED (LOST) by the following vote:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>	<u>TO-WIT:</u>
<u>TOTAL VOTES</u>	<u>5</u>	_____	_____	<u>4</u>	_____
<u>BURNS</u>	<u>X</u>	_____	_____	_____	_____
<u>HINGA</u>	_____	_____	_____	<u>X</u>	_____
<u>HUNTER</u>	<u>X</u>	_____	_____	_____	_____
<u>MOSES</u>	<u>X</u>	_____	_____	_____	_____
<u>NUCKOLS</u>	_____	_____	_____	<u>X</u>	_____
<u>SCHMIDT, D.</u>	_____	_____	_____	<u>X</u>	_____
<u>SCHMIDT, V.</u>	_____	_____	_____	<u>X</u>	_____
<u>STIER</u>	<u>X</u>	_____	_____	_____	_____
<u>TALARICO</u>	<u>X</u>	_____	_____	_____	_____

DATE: 11-28-78

Charles W. Westerman
CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as

(ZONING MAP) (GENERAL) (ANNEXATION) (SPECIAL) (APPROPRIATION) ORDINANCE

(RESOLUTION) No. 227-78 on the 28th day of December, 19____.

ATTEST: (SEAL)

Charles W. Westerman
CITY CLERK

Samuel J. Talarico
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 29th day of December, 1978, at the hour of 11:30 o'clock A M., E.S.T.

Charles W. Westerman
CITY CLERK

Approved and signed by me this 4th day of December, 1978, at the hour of 9:30 o'clock A M., E.S.T.

Robert Elumchong
MAYOR

Bill No. S-78-11-33

REPORT OF THE COMMITTEE ON CITY UTILITIES

We, your Committee on City Utilities to whom was referred an Ordinance
approving a blanket purchase order - City Utilities Purchase Order
No. B-0375 for materials for Office Services Department

have had said Ordinance under consideration and bag leave to report back to the Common
Council that said Ordinance as PASS.

PAUL M. BURNS - CHAIRMAN

JAMES S. STIER - VICE CHAIRMAN

VIVIAN G. SCHMIDT

WINFIELD C. MOSES, JR.

FREDRICK R. HUNTER

James S. Stier
Vivian G. Schmidt
Winfield C. Moses, Jr.
Fredrick R. Hunter

11-28-78
DATE : CONCURRED IN
CHARLES W. WESTERMAN, CITY CL.

Memorandum

To H. P. Wehrenberg, Board of Works

Date October 31, 1978

From Ruth Winget, Purchasing Department

Subject Bid Reference #501, Ribbon Requirements for 1979

COPIES TO:

E. A. Stanczak Jr.
G. Thayer

Herewith is bid documents (Bid #501) relating to Purchase Order No. B-0375 which is prepared favoring Illinois Carbon Products for Ribbons for Office Service Department.

The attached 10/26/78 memorandum endorsed by the Superintendent of Office Services Department explains the reason for favoring Illinois Carbon Products at total price of \$2,383.61.

Attached are the following documents in support of the recommendation of Illinois Carbon Products bid:

1. Copy of all vendor's bids.
2. Purchase Order No. B-0375.
3. Copy of G. Thayer's memorandum.
4. Copy of Bid Mailing List.
5. Copy of Tabulation Sheet.

It is urged that in referring this bid to the City Council for enactment of an ordinance, that all of the attached items, together with this memorandum (or copies), be included with the proposed ordinance.

Please make sure that no confirming Purchase Order Number is given to Illinois Carbon Products until evidence of Council approval is furnished to the Purchasing Department.

R. A. Winget
R. A. Winget

Approved: _____

R. F. Bugher
R. F. Bugher

66-215-13
10-25-78

CITY OF FORT WAYNE

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn. of R. F. Eucher 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department Office Services Department
or Division

Basement, City County Bldg.

Address One Main Street, Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE-COPY FOR YOUR FILE

Closing

Time of Bids Thursday, October 6, 1978 at 11:00 A.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 14664. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Services	Unit Price	Total Amount
<u>RIBBON - REQUIREMENTS FOR 1979</u>				
<u>EST.</u>				
3	Gr.	P-4-S 5/16 x 4" (Polyethelene)	\$57.00	\$ 171
6	Gr.	Selectric #71 Plastic	54.00	324
6	Gr.	Lift Off Tapes	180.00	1080
6	Gr.	Correctable Film Ribbon IBM	228.00	1368
1	DZ.	IBM Teck III Ribbons	45.00	45
3	DZ	PUP - Plastic Ribbons	8.00	24
3	DZ	PRP - Plastic Ribbons	8.75	26.25
6	DZ	Misc. Cloth T.W. Ribbons	15.00	90
6	DZ	Misc. Cloth Adder Machine Ribbons	12.50	75
				320
Quote Firm Price for 1979				
Requirements will be released on Departmental Purchase Orders as required by using department.				
Affirmative Action On File: _____ Attached: <u>Yes</u>				

Bid Bond required ☒ NO ☐ YES ☐ Performance Bond ☒ NO ☐ YES ☐
 See instruction item No. 18 on reverse side hereof.
 Terms Mo. % cash discount if paid within Net 30 days days from delivery and acceptance of goods or completion of services

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within 5 days from receipt of order.

IMPORTANT ☒

As delivery may be a deciding factor in the award of an order, it is important that bidder furnish the information requested above.

Sign Here:

Roystone Supplies

Name of Company Roystone Supplies
 For E. E. Murrell Title Authorized Sign

Address 4721 Lima Road

City Ft. Wayne, In. 46808 Date 9-2

CITY OF FORT WAYNE

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Address your reply as indicated below.

*Mail all replies and correspondence, etc. to Attn. of

R. F. Bucher 423-7037 DEPARTMENT OF PURCHASES

Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department Office Services Department

or Division Basement, City County Bldg.

Address One Main Street, Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing Thursday, October 6, 1978 at 11:00 A.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 1444. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.

TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment & Services	EACH PRICE	Unit Price	Total Amount
<u>RIBBON - REQUIREMENTS FOR 1979</u>					
EST.					
3	Gr.	P-4-S 5/16 x 4" (Polyethelene) #42	.41ea	59.40	178.
6	Gr.	Selectric #71 Plastic #40	.38ea	54.72	328.
6	Gr.	Lift Off Tapes #86L	1.25ea	100.00	1000.
6	Gr.	Correctable Film Ribbon IBM #PSMY High Yield	1.80ea	259.20	1555.
1	DZ.	ISM Teck III Ribbons #32	3.03ea	47.16	47.
3	DZ	FUP - Plastic Ribbons #42C	.66ea	7.92	23
3	DZ	PRP - Plastic Ribbons #42U	.66ea	7.92	23
6	DZ	Misc. Cloth T.W. Ribbons	1.13ea	13.56	81
6	DZ	Misc. Cloth Adder Machine Ribbons	1.13ea	13.56	81
Quote Firm Price for 1979					
Requirements will be released on Departmental Purchase Orders as required by using department.					
Affirmative Action On File: YES Attached:					

Bid Bond required ☒ NO ☐ YES ☐ Performance Bond ☒ NO ☐ YES ☐
See Instruction Item No. 18 on reverse side hereof. TERMS: Net 30 Days
Terms ☐ % cash discount if paid within _____ days from delivery and acceptance of goods or completion of service

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications appearing and as prices set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within _____ days from receipt of order.

IMPORTANT

As delivery may be a deciding factor in the award of an order, it is important that bid furnish the information requested above.

Sign Here:

DONLEEDAY BROS. & CO.

Name of Company

Richard D. Donleeday Title Manager

Address 437 E. Barker St.

City Ft. Wayne, IN 46802

Date 9/1

Page 1 of 3

Ref. No. 501

Date September 6, 1978

Date wanted

Fund Appropriation No.

CITY OF FORT WAYNE

DEPARTMENT OF PURCHASES

Number One Main St., Ft. Wayne, Ind. 46802

INVITATION

Quotations, subject to the conditions on the reverse hereof, are requested on the following list of materials, supplies, equipment or services, for the department as mentioned, with delivery to destination as shown below. Quotations shall include all charges for delivery, packing, etc. Advise your reply as indicated below.

*Mail all replies and correspondence, not to A/R of R. F. Bueher 423-7037 DEPARTMENT OF PURCHASES
Room 470, Number One Main St., Ft. Wayne, Ind. 46802

REQUIRED FOR DELIVERY TO:

Department Office Services Department
or Division

Basement, City County Bldg.

Address One Main Street, Fort Wayne, Indiana 46802

RETURN ORIGINAL TO THE CITY—RETAIN DUPLICATE COPY FOR YOUR FILE

Closing
Time of Bids Thursday, October 6, 1978 at 11:00 A.M.

TAXES: THE CITY IS EXEMPT FROM FEDERAL EXCISE AND INDIANA STATE SALES TAX. THE CITY'S INDIANA SALES TAX EXEMPTION CERTIFICATE NUMBER IS NO. 34404. PRICES SHOULD NOT INCLUDE THESE TAXES. See "Instructions to Bidders" No. 10 on reverse hereof for details.
TAX EXEMPT (Unless otherwise indicated)

Quantity	Unit	Materials, Supplies, Equipment or Service	Unit Price	Total Amount
<u>RIBBON - REQUIREMENTS FOR 1979</u>				
EST.				
3	Gr.	P-4-S 5/16 x 4" (Polyethelene)	\$43.36	\$145.08
6	Gr.	Selectric #71 Plastic	43.92	263.52
6	Gr.	Lift Off Tapes	111.60	669.60
6	Gr.	Correctable Film Ribbon IBM (1299095)	181.92	1091.52
1	DZ.	IBM Teck III Ribbons	32.03	32.03
3	DZ	PUP - Plastic Ribbons	6.79	20.37
3	DZ	PRP - Plastic Ribbons	6.79	20.37
6	DZ	Misc. Cloth T.W. Ribbons	14.44	86.64
6	DZ	Misc. Cloth Adder Machine Ribbons	9.08	54.48
ALL RIBBONS MANUFACTURED BY OLIVETTI CORP.				
Quote Firm Price for 1979				
Requirements will be released on Departmental Purchase Orders as required by using department.				
Affirmative Action On File: _____ Attached: <input checked="" type="checkbox"/>				

Bid Bond required ☒ NO ☐ YES ☐ Performance Bond ☒ NO ☐ YES ☐
See Instruction Item No. 14 on reverse side hereof.

Terms 0 % cash discount if paid within _____ days from delivery and acceptance of goods or completion of services.

PROPOSAL OR BID

In compliance with the above invitation for bids and subject to all conditions thereof, the undersigned offers and agrees, if this bid be accepted within a reasonable time from date of closing, to furnish any or all of the items or render such services upon which prices are quoted, in accordance with the specifications applying and at the price set opposite each item.

Delivery of any or all of the items or completion of services indicated shall be made within 10 days from receipt of order.

IMPORTANT

As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Sign Here:

Illinois Carbon Products

Name of Company

For John D. Harkins

Title Vice President

Address Box 161

City Ellettsville, Indiana Date 9/27/78

City Utilities

PURCHASE REQUISITION

Illinois Carbon Prods.
Box 161
Algonquin, Ill.
60102

Date 8-24-78

Please order the following Material for Delivery as Specified:

To be delivered to

Office Service

Req. No.

156

On or before

P. O. No.

B-0375RIBBON - REQUIREMENTS FOR 1979

EST.

3	Gr.	P-4-S 5/16 x 4" (Polyethelene)
6	Gr.	Selectric #71 Plastic
6	Gr.	Lift Off Tapes
6	Gr.	Correctable Film Ribbon IBM (1299095)
1	DZ.	IBM Teck III Ribbons
3	DZ	PUP - Plastic Ribbons
3	DZ	PRP - Plastic Ribbons
6	DZ	Misc. Cloth T.W. Ribbons
6	DZ	Misc. Cloth Adder Machine Ribbons

\$43.36	\$145.00
43.92	263.50
111.60	669.60
181.92	1091.50
32.03	32.03
6.79	20.37
6.79	20.37
14.44	86.64
9.08	54.48

\$2,382.61Per Bid Ref # 501Subj. to Councilman's Approval.

REMARKS:

Firm PriceNet 30(M)Note\$5.00

Requirements will be released on departmental Purchase Orders, against this blanket order as required by the using department.

154.92

Water

Sewage

Per

Memorandum

137

To Ruth Winget Date 10-19-78
 From G. A. Meyer
 Subject Ribbons for 1979

COPIES TO:

Would appreciate Doretype being selected for the 1979 ribbon requirements

Sceptical of both price & availability of ribbons from Ill. Carbon.

Price is so low I am afraid we would be getting either inferior or short length ribbons.

G. A. Meyer
 Office Service Dept

RECEIVED
 PURCHASING DEPT.
 OCT 20 1978
 AM 7:29:10 PM 1:29:45:6

RECORDS OF BIDS ISSUED TO BIDDERS

BID NO. 501

ITEM: Ribbons

DEPARTMENT: Office Service

OPEN DATE: 10/6 TIME: 11:00

VENDOR NAME & ADDRESS	DATE - NAME BID PICKED UP	CARDS MAILED	BID MAILED	RETR
Roytype Typewriter	9-15-78 G. E. Martz	9-13-78		10/6/
I.B.M. Corporation	9-28-78 Mark Schurlock	9-13-78		
National Data Products		9-13-78		
Doubleday Brothers & Co.	9-15-78 Tim Binkley	9-13-78		9/2
Columbia International			9-14-78	10/2
Illinois Carbon Products			9-14-78	10-

INBOND
Office Services
10/6/78 at 11:00 A.M.

	newman afdr OK afdr file 7/24/80	afdr OK afdr file 7/24/80	afdr OK afdr attached 7/24/80	newman			
Est. 3 Gr. P-4-S 5/16 x 4" (Polyoth.)	B-0375 57.00/gr	59.40/gr	48.36/gr	Disqualified (not signed)			
6 Gr. Selectric #71 Plastic	54.00/gr	54.72/gr	43.92/gr				
6 Gr. Lift Off Tapes	180.00/gr	180.00/gr	111.60/gr				
6 Gr. Correctable Film IBM	228.00/gr	259.20/gr	181.92/gr				
1 Dz. IBM Tech III	45.00/dz	47.16/dz	32.03/dz				
3 DZ. PUP- Plastic	8.00/dz	7.92/dz	6.79/dz				
3 DZ PRP Plastic	8.75/dz	7.92/dz	6.79/dz				
6 DZ Misc. Cloth T.W.	15.00/dz	13.56/dz	14.41/dz				
6 DZ Misc. Cloth Adder	12.50/dz	13.56/dz	9.08/dz				

4273

TITLE OF ORDINANCE SPECIAL ORDINANCE - BLANKET CITY UTILITIES PURCHASE ORDER NO. B-0375

ILLINOIS CARBON PRODUCTS

DEPARTMENT REQUESTING ORDINANCE BOARD OF PUBLIC WORKS

S-78-11-33

SYNOPSIS OF ORDINANCE CITY UTILITIES BLANKET PURCHASE ORDER NO. B-0375 TO ILLINOIS

CARBON PRODUCTS, FOR TYPEWRITER RIBBONS AND CORRECTABLE FILM RIBBON FOR THE OFFICE SERVICES

DEPARTMENT, TO BE USED BY THE VARIOUS OFFICES.

(PURCHASE ORDER AND MEMORANDUM ATTACHED)

EFFECT OF PASSAGE ACQUISITION OF TYPEWRITER RIBBONS AND CORRECTABLE FILM RIBBON FOR THE
VARIOUS DEPARTMENTS

EFFECT OF NON-PASSAGE CURTAIL OFFICE FUNCTIONS WHEN SUPPLY RUNS OUT

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS)

ASSIGNED TO COMMITTEE